

Taught Postgraduate Program Review Report

Source of Report and Review Timing	
Department	
School	
Review Period (Ac. Years)	

Author Details	
Name	
Position	
Email	

Program Reviewed	
Award	Title

External Review
Please indicate below the names and positions of the External Review Panel members engaged to provide advice in regard to the program reviewed, and the date of the Panel Visit

Authorisation
The External Review Panel indicated above has submitted the attached report and their comments and feedback have been incorporated into this Program Review Report, where considered appropriate.
Endorsed by:
(Program Director's Name) (Signature) (Date)
Received by:
(Department Head's Name) (Signature) (Date)
Received by:
(School Dean's Name) (Signature) (Date)

EXTERNAL REVIEW, OVERALL EVALUATION AND FORWARD LOOK

[To be completed after receiving the External Reviewers' Report]

1. External Subject Specialist and Review Panel

- Indicate the extent of engagement with the External Subject Specialist during the review period;
- Summarise the major findings of the External Review Panel, with particular reference to any proposed changes to the program, the appropriateness of student assessments and grade/award distributions, and the relative standards of student achievement in relation to international benchmarking.

2. Overall Evaluation and Forward Look

Taking account of the suggestions of the External Review Panel on the self-evaluation document and following their visit, provide a critical commentary on the relative success of the program, with specific reference *to strengths and areas for improvement*.

3. Recommendations and Action Plan

List below the Recommendations arising from the review. **Append an Action Plan** to indicate how the recommendations and related actions would be taken forward, the timescales for implementation, milestones to allow monitoring and those responsible for each action.

This report, including **the External Reviewers' Report and an Action Plan** should be submitted as below **within four weeks** of receiving the External Reviewers' Report:

- To the relevant Dean, via the responsible Department Head where appropriate; and
- To the CTLQ Secretariat*, via Mr. Ben Yau, Manager, Quality Assurance and Enhancement, Academic Registry.

* In accordance with the Senate Policy, the report will be forwarded to the CPS (for comment and subsequent monitoring, as deemed appropriate) and to the Provost (for information).